

**Nevada Junior Livestock Show Board Meeting
Minutes
Monday, July 25, 2005
Nevada Department of Education, Conference Room
1:00pm**

Bold indicates action taken by the Board.

1. The Meeting was called to order by President Larry Landa at 1:16pm.
2. President Landa introduced the new Board Member, Dr. Roger Works. The Board welcomed Dr. Works.
3. **Mr. Buk moved, Dr. Ringkob seconded approving the 7/25/05 Meeting Agenda. Motion Passed**
4. **Mrs. Rumbaugh moved, Mr. Buk seconded approving the 4/5/05 Meeting Minutes. Motion Passed.**
5. **Ms. Rumbaugh moved, Mr. Buck seconded approving the 4/25/05 Meeting Minutes. Motion Passed.**
6. **Schedule of Next Board Meeting: Tuesday, August 30, 2005 at 1:00pm at the Nevada Department of Agriculture (Conference Room; 350 Capitol Hill Ave.; Reno, NV 89502).**
7. Correspondence
 - a. UNCE/Carol Benesh – How to handle correspondence and files with Mr. Munk on behalf of the Board. Carol asked Mr. Munk if he brought the updated correspondence. Carol was of the understanding that it had been taken care of by sending it to Mr. Munk and carbon copying the e-mail to Mr. Buk as the UNCE member on the Board.
 - d. Shannon Bow – **Mrs. Curti moved, Mrs. Rumbaugh seconded that the Board forego the \$22.80 owed by Mr. Pouard to the Board. Motion Passed.** Mrs. Curti stated that the Board needs to send a letter to Mrs. Bow. **Mrs. Rumbaugh said she would take care of sending the letter.**
 - e., f., - **Will be discussed at the August 30th NJLSB Meeting.**
 - b., c., g., - **Referred to the Rules Committee.**
8. Fiscal Business
 - a. Mrs. Curti apologized to the Board for not getting in contact with more people concerning the aged accounts. Mrs. Rumbaugh stated there will be an update to the list. She added to date the NJLSB has awarded \$30,750 in Scholarships to 36 youth since 2000. \$10,402 has not been paid to youth from the 2005 NJLS Sale due to

buyers who have not paid the NJLSB. To date, \$16,868.09 owed to the NJLSB, both current and aged accounts receivable. **Mrs. Curti moved the Board accept the financials as presented, Mr. Buk seconded. Motion Passed.** Mrs. Rumbaugh informed the Board about a steer that died prior to harvesting at a plant. The NJLSB purchased the steer. The USDA inspector ordered the steer to be removed immediately. The steer was hauled to the dump. Mr. Buk asked Dr. Ringkob if that was normal. Dr. Ringkob stated that normally you can ask for a test to be performed on the animal. The Board should probably address the issue with some sort of policy Dr. Ringkob stated. Dr. Works stated that there are not a lot of options that the harvest facility had with the steer. Mrs. Curti asked if there was a way to set a precedent for how the harvest facilities react if a NJLS animal dies for unexplained reasons. Dr. Ringkob stated a USDA Area Vet Supervisor signs-off on the sheets. Dr. Ringkob asked the Board if it wanted to invite Dr. Strickler, the USDA Area Vet Supervisor, to discuss how things are handled at the next meeting or a meeting? Mrs. Rumbaugh stated that she thinks it would be a good idea to have him come to the next meeting. **NJLSB asked Dr. Ringkob to invite Dr. Strickler to the next meeting and Dr. Works will invite Nevada Department of Agriculture to attend the next meeting.**

Mr. Spoon spent \$6,000 to \$7,000 at this year's Show and several thousand dollars at last year's Show. It turns out one of the animals he purchased was Skyler Barger's steer. Unfortunately, he was presented with and filled out the wrong Pre-Sale Invoice and the steer went to the wrong processing facility. Mr. Spoon called the NJLSB Office and stated this happened last year also. After discussing the issue with Board Members, the steer was resold to interested buyers. Mr. Spoon was of the understanding the Board was going to, in a sense, void his purchase of Ms. Barger's steer. Mr. Munk stated his understanding of conversations he had with Mr. Spoon indicated reselling the steer would satisfy Mr. Spoon's issue regarding this Sale transaction. Mrs. Rumbaugh stated the Ms. Barger was already paid the resale price and they are holding the above market value reimbursement until the matter is settled. Mr. Buk questioned why he (Mr. Spoon) is questioning the price above and beyond the market price of the animal, when he gets to use it as a tax write off and he knows that upfront. Mr. Buk said he doesn't buy Mr. Spoon's philosophy. Mrs. Curti agreed with Mr. Buk. Mrs. Rumbaugh stated Mr. Spoon says he will not pay the add-on amount and asked Mr. Campbell (Legal Counsel) if they can do anything. Mr. Campbell stated the Board should explain to the youth it was unable to obtain from the buyer the amount he bid over market value of the animal. He suggested any Sale agreement was between the purchaser and seller, with the Board acting as a "broker" with the Board or State of Nevada having limited responsibility for the transaction. Mr. Barbee stated that we are trying to do something positive for the youth but the Board comes back to this subject every year. He added the NJLSB may need to look at increasing the consignment cost to set-up a slush fund to deal with issues such as this, and that the Board needed to make a decision on this issue and come to some kind of conclusion. **Mr. Buk moved he agreed with what has been said, the youth should not have the burden; Mr. Spoon did buy the animal and is responsible to the youth for the amount he owes that youth; if Mr. Spoon chooses not to pay the**

\$1,768.00 due to the youth he should end up in small claims court, Mrs. Rumbaugh seconded. Motion Passed.

Mr. Munk stated that there is an open invoice of Kim Jesch, she paid \$200 in April and has remaining balance which is finance charges. President Landa stated that he was sure at a previous meeting that they wrote off those amounts already.

Dr. Ringkob stated the commission should be increased a certain amount to figure in bad debt, with any remaining amount going to Scholarships. Mr. Barbee stated that he would like to see them build a budget for the Sale; we must find a solution to this matter. **President Landa stated this issue should go before the rules committee.**

9. 2006 – 2007 NJLS Rules Committee

a. Members appointed: Loretta Curti, Doris Hoskins, Lorraine Vogel, Roger Works, Matt Gunderson, Darci Beaton, Tonja Dressler, Rex Newell, Earl Malay Trevor Baker and Chris Pedrett. Mrs. Curti suggested Doris Hoskins serve as the Chairman of the Committee.

b. Rules Committee Meeting: Tuesday, September 13, 2005 at 5:30 pm in Carson City, NV at the Department of Education Conference Room.

12. Public Comment

- Melinda Sandstrom stated as of July 18th, she has been hired as an Ag. Teacher in California. She appreciates working with everyone and thanked them for everything they have done. Mrs. Curti wanted to thank Ms. Sandstrom for her input and commitment. The NJLSB wished Ms. Sandstrom well.
- Mr. Munk wanted to thank Judy Rumbaugh, Doris Hoskins and Tonja Dressler for their extra work in the office when he was tied up with 4-H business and other matters.

10. Old Business

a. FY 2006 NJLSB/UNCE Interlocal Contract

The Board took a recess at 2:55 and reconvened at 3:12pm. Carol Benesh, State 4-H Youth Development Specialist addressed the Board stating: 4-H and UNCE wants to work cooperatively with NJLS. We do support your decision in whatever direction you decide to take. One thing that I need to let you know, I do need to know what your decision is by the end of August dealing with personnel. 30 days notice must be given to the Administrative Assistant II, which is the reason for the August 30th date.” Mr. Buk said the three options are: 1. leave as is, 2. terminating it or 3. modifying it. Mr. Barbee proposed moving into a different direction with a Request For Proposal (**RFP**) to determine the direction that we want to go and specifically list what services we want; NJLSB would then put out a RFP for a fair management contract; he knows several folks that do that for fairs; He has been in contact with several individuals; He thinks Mr. Munk has gotten several things dumped on him he didn’t take into account; he is not a livestock person and that

makes it tough for him. Mrs. Rumbaugh said her biggest concern is that NJLSB has no say over who does what things within the contract; examples: paying the bills, going to the post office; her interpretation is UNCE will decide who and how it gets done; there have been several other things that have been causing issues; she knows Mr. Munk has had other priorities outside of NJLS; we need to have an individual to answer to us; so I have a problem with the current contract; Am I right? John Burton stated that had always been the case. President Landa said that they did have a Show Manager, Sue Hoffman, who retired. Mr. Burton stated that they are also trying to grow the 4-H Program also and that creates some interesting things; we think that they can both work together; I would agree Larry that that may have been the case in the past. President Landa stated that he doesn't see that good relationship existing now. Mr. Burton stated that the 4-H Program also gotten passed over in the past and it is now getting some of the focus; we just want to make sure that we get ½ of our 4-H work and you get ½ of your work for NJLSB; Our intent is not to create a problem; we will want to work with you, we just have a responsibility that we need to look at on the 4-H side; Mr. Munk needs to know what needs to get done and we need a contact person on our side to know what he is doing. President Landa stated that before it was grandfathered in and we probably took advantage of it with 75% of the youth from 4-H and 25% of the youth from FFA. Mr. Burton stated that the 4-H program didn't get the attention it deserved either. Dr. Ringkob asked, going forward what would you anticipate, Judy writing the checks for the Livestock Show? Mr. Burton answered he thought Mr. Munk's job was writing checks and keeping track of your accounts. Mr. Gunderson stated that it is a balancing act and a division of time. Mrs. Rumbaugh stated that their most critical time they need Mr. Munk is April, May and June and we haven't had that. Mr. Burton stated that if there are things that NJLS want done, just need to inform Ms. Benesh; If NJLSB wants Mr. Munk certain months or weeks, we can accommodate. Mr. Buk asked if it would be difficult to compare the calendar of events throughout the year? Mr. Burton stated that there are needs on both sides and just need to know what NJLS wants. Ms. Benesh stated that on the 4-H side, his roles are changing also, such as taking registrations for different events and the financials; he may not be at Expo itself, but taking the registrations for those events; he is doing database, management and bookkeeping, which are clearly written in that Classified Position as an Administrative Assistant II. Mr. Barbee stated that the he has an Administrative Assistant II and would never think about having his AA II work at NJLS. Mr. Landa asked if the contract was cancelled, would Mr. Munk stay on full-time? Mr. Burton stated that the UNCE Dean and Director stated she would keep him on full-time for one year. Dr. Ringkob stated that if we don't make this work, then there will be hell to pay at the Legislature. Mr. Barbee asked why hell would break loose? Dr. Ringkob stated that if you start making promises in the state and don't follow up, watch out; if we really screw up and don't deliver a good show. Mr. Barbee stated that he thinks they have that problem now; I think we have been struggling to get by the last several years; I have been a big chunk of lead on this boat too. Dr. Works stated that he is standing a little bit on the outside, but from where he is standing, and he is looking at what NJLSB is looking to do and looking at it from a business model; this is daunting task; I am looking for someone with Administrative Services; I don't see this show becoming

any less sophisticated, I see dollar issues, collecting issues, etc.; I don't think it is fair to say that we can pool volunteer resources. Mr. Buk stated in that scenario with a management company, these would be the things that we need done by these dates?

Mr. Landa stated that he is going to close the meeting at this time to discuss personnel issues. Mr. Campbell illustrated the rules for going into a closed session; he stated there are 5 reasons Boards can go into a closed session; this is assuming a motion is made and the motion passes; In the context of this situation, this is an employment contract; if you talk about the person that is employed, yes a closed session should happen; A closed session is to occur, you must give notice, Mr. Munk has given notice to the chairman and the Board that he has given permission; You can only deliberate on the issue, if you want a motion, you must give a motion in open session. Mr. Campbell stated that he wants to make observations on the contract at hand; You are trying to negotiate the tasks of a person, especially serving two masters; I don't think either side knows what they want; I would like to suggest to you at this point that one contract is as good as another; you need a document to serve you in this transition period; set-up a subcommittee to hammer out the position of work; I will also make the observation that you have been using a clerk to make high decisions, Executive Director type decisions; it is amazing that you have had the success that you have up to this point; your subcommittee really needs to look at that; it doesn't matter whether he has had done a good job or not, because you don't know what this person is supposed to do.

Mrs. Curti asked to make a few comments; There has always been a feeling of those on the Board that UNCE would always be there to help us run the Show and because that hasn't been there the last few years; we thought after losing Sue Hoffman that Mr. Munk would be our salvation with this; I am disillusioned with UNCE and the University you have said that you want to, but we have lost the people who were helping with our show; We are hearing don't you do this or don't you do that?; It is because we are having to pick up the slack.

President Landa asked for a motion. Mrs. Rumbaugh moved and Mrs. Curti seconded to go into closed session. Motion Passed.

NJLSB went into closed session at 4:14pm. Members included are going to be NJLSB and Tonja Dressler and Doris Hoskins.

NJLSB returned out of closed session at 4:36pm.

Judy Rumbaugh informed the Board she was in possession of the checkbooks and associated checking account materials. She added \$ 21,420.00 would be the Board's salary & fringe expense for Mr. Munk for FY 2006. She also stated \$ 6,750.00 was budgeted for salary and fringe for Mr. Munk for the 3 month NJLSB/UNCE Interlocal Contract extension approved by the NJLSB.

Mr. Barbee suggested the Board could offer a contract for \$15,000 to manage the Show & Sale (including post-event activities like check issuance, etc). Mrs. Curti stated the Board would need an office, travel funds, etc. should it cease having these services/items provided via a UNCE/NJLSB Contract.

Mrs. Rumbaugh moved to dissolve the NJLSB's relationship with UNCE, Mr. Barbee moved to offer a friendly amendment to terminate the contract of the AA II position. Mrs. Curti seconded. Mrs. Rumbaugh stated that she doesn't want to lose the educational value and wants to work with UNCE. 6 Yeas, 1 Nay. Motion Passed.

Mr. Barbee stated that they need to get some things set-up for the next meeting; I would suggest two agenda items:

1. Daily Staff Operations for the Board
2. Contracted Fair Management Request for Proposal

Mr. Barbee stated that we will need to meet with Don Henderson, Director of Nevada Department of Agriculture on the contract; we may want to make Don Henderson an agenda item. Dr. Ringkob stated that maybe they could build NJLSB funding into the NDOA's budget. Mr. Barbee also stated that the UNR College of Agriculture may build something in their budget also.

Mr. Barbee stated the Board should compile the things/list of duties for the RFP for Contracted Fair Management position; send them to Mr. Barbee.

Mr. Barbee moved to adjourn, the Meeting was adjourned at 5:18pm.